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REGULATIONS GOVERNING PRODUCTION COMMITTEES OF BASIC TRADE UNIONS,
PROMULGATED BY ALL-CHINA FEDERATION OF LABOR, 4 AUGUST 1950

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to Wen-chien (Documents Relating to
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Shanghai, December 1951, pp 18-20

A. Organization

Production committees are organized under either the basic trade-union committee or the workshop union committee. The basic trade-union committee or the workshop union committee will elect from 3 to 20 persons from the ranks of labor heroes, model producers, and technical personnel to form the production committee. The term of office for production committee members shall be the same as that for basic trade-union committee members. The chairman or vice-chairman of either the basic trade-union committee or the workshop union committee shall serve concurrently as the chairman of the production committee.

B. Duties

The duties of the production committee are as follows:

Organize and mobilize the workers and office employees to fulfill or surpass production plans; economize on the use of raw materials, electric power, and fuel; raise the quality of products; reduce costs; maintain machinery and tools properly; and initiate and organize production competition; strengthen labor discipline; and settle wage, production, and other related problems.

The daily functions of the committee are as follows:

1. Assist the basic trade-union committee or the workshop union committee to initiate and to organize production competition; help the production competitors to determine and to increase their production rate, to understand production techniques, and to improve the quality of their products; draft competition plans; and regularly examine the progress and results of production competition.
2. Plan the dissemination of the working methods and experiences of advanced producers; organize advanced workers to propagandize and exhibit, through lectures and demonstrations, the advanced methods employed in production.
3. Assist the spare-time education committee to organize spare-time technical studies for workers and the masses, and to examine regularly the progress of these students.
4. Examine and study means to solve various production deficiencies.
5. Teach the workers, office employees, and masses to establish voluntary labor discipline and to observe regulations governing the use of technical equipment.
6. Assist management to determine the work quota and to supervise its adjustments; study and help eliminate the obstructions to fulfilling or exceeding work quotas.

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7. Organize and guide factory or shop production conferences; record the proposals of workers at the conference, and see that management implements the conference-approved proposals.

8. Study the wage system of the enterprise concerned and note its effect on production; examine and transmit the opinions of the workers, office employees, and masses about their wages to the basic trade-union committee or the workshop union committee for their action.

9. Investigate to see whether management is paying the wages of workers, technicians, and office employees in accordance with the wage classification table, and whether workers are assigned jobs corresponding to the wages received and listed in the table; assist the management to determine technical standards of work and submit its views on these related problems to the basic trade-union committee or the workshop union committee.

C. Operational Program

The operational program of the production committee is as follows:

1. The committee must meet at least once a week, and divide its work equally among the members.

2. The committee should submit a monthly work plan either to the basic trade-union committee or to the workshop union committee for approval before it is implemented.

3. The committee should submit a monthly work report to the basic union committee or to the workshop union committee.

D. Bylaws

1. Enterprises which have not settled their basic wage problems may set up a special committee to adjust wages. Under the leadership of the basic trade-union committee, the special committee may coordinate its work with the production committee. In enterprises that have basically settled their wage problems, the day-to-day wage problems may be settled in accordance with Sections 8 and 9 covering functions of the production committee.

2. In state-operated enterprises, the elected representatives of workers and office employees serving on the factory management committee may concurrently serve as the production committee. If the production committee requires more members, it may invite advanced producers to serve.

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